



# ELECTRICAL PERMIT APPLICATION

Effective 08/21/2019

2650 LaFranier Rd, Traverse City MI 49686  
 231-995-6044 codes@gtcountymi.gov  
 www.grandtraverse.org/codes

All Information is Required:

## Job Site Info:

Address \_\_\_\_\_ City \_\_\_\_\_  
 Township \_\_\_\_\_ Occupant \_\_\_\_\_

## Owner Info:

Name \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Phone Number \_\_\_\_\_ Email address \_\_\_\_\_

JOB QUESTIONS	
Multi Unit:	Yes / No
Utility Co:	_____
<b>Check One</b>	
<b>Residential:</b>	<b>Commercial:</b>
New <input type="checkbox"/>	New <input type="checkbox"/>
HUD <input type="checkbox"/>	Addition <input type="checkbox"/>
MRC <input type="checkbox"/>	Replace <input type="checkbox"/>
Replace <input type="checkbox"/>	Remodel <input type="checkbox"/>
Addition <input type="checkbox"/>	
Remodel <input type="checkbox"/>	Other <input type="checkbox"/>
<b>Requirement of Plans</b>	
<b>Yes / No</b>	
<input type="checkbox"/> <input type="checkbox"/>	2 sets enclosed for review
<input type="checkbox"/> <input type="checkbox"/>	Gov't work less than \$15,000
<input type="checkbox"/> <input type="checkbox"/>	Buildings with 400 amps or less AND not to exceed 3500 sf ft

## Contractor Info:

Business Name (Name on License) \_\_\_\_\_ Elec Contractors License \_\_\_\_\_ Exp Date \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ Elec Masters License \_\_\_\_\_ Exp Date \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Tax, Fed, or Emp ID \_\_\_\_\_ MESC No. \_\_\_\_\_ Workman's Comp Carrier \_\_\_\_\_  
 Phone Number \_\_\_\_\_ Cell number \_\_\_\_\_ Email address \_\_\_\_\_

**Applicant Signature:** Section 23 A of the State Construction Code Act of 1972, Act No. 230 of the Public Acts of 1972, being section 125.1523 A of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential bldg or a residential structure. Violators of section 23A are subject to civil fines. Homeowner's signature indicates compliance with the Homeowner's affidavit below.

**Date:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Home Owner Affidavit:** I hereby certify the electrical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Electrical Code & shall not be enclosed, covered up, or put into operation until it has been inspected & approved by the Electrical Inspector. I will cooperate with the Electrical Inspector and assume the responsibility to arrange for necessary inspections.

## Description of Job:

	Units		Fee		Total		Units		Fee		Total
1. Application Fee (non refundable) includes: 1 inspection	1	x	\$55.00	\$55.00		16. Mobile Home & Modulares (see reverse side)		x	\$6.00		
2. Service Through 200 Amp		x	\$11.00			17. Recreational Vehicle Park Site		x	\$4.00		
3. Over 200 to 400 Amp		x	\$16.00			18. Units up to 20 KVA or HP		x	\$7.00		
4. Over 400 to 800 Amp		x	\$20.00			19. Units 21 to 50 KVA or HP		x	\$11.00		
5. Over 800 Amps		x	\$25.00			20. Units 51 KVA or HP and over		x	\$13.00		
6. 1000 Amps & Over (GFI only)		x	\$50.00			21. Fire Alarms ~ up to 10 devices		x	\$50.00		
7. Circuits		x	\$6.00			22. Fire Alarms ~ 11 to 20 devices		x	\$100.00		
8. Lighting Fixtures ~ per 25		x	\$6.00			23. Fire Alarms ~ over 20 devices each		x	\$5.00		
9. Dishwasher		x	\$6.00			24. Data / Telecommunication Outlets: 1 - 19 devices each		x	\$5.00		
10. Furnace ~ Unit Heater		x	\$7.00			25. 20 - 300 devices		x	\$100.00		
11. Elec Baseboard Heating Units		x	\$4.00			26. Over 300 devices		x	\$300.00		
12. Signs Unit		x	\$10.00			27. Energy Retrofit ~ Temp Control		x	\$45.00		
13. Signs Neon ~ each 25'		x	\$20.00			28. Conduit or Grounding Only		x	\$45.00		
14. Power Outlets ~ 240 volt		x	\$7.00			29. Final &/or Additional Inspection		x	\$55.00		
15. Feeders ~ bus ducts, etc ~ per 50'		x	\$7.00								

Make Checks Payable to "Grand Traverse County"

**Total Fees Due:** \_\_\_\_\_

## Electrical Permit Clarifications

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### **Mobile Homes & Modular Homes:**

↪ When installing a site service in a park, the permit application should include: #1, the application fee, the appropriate service fee, #2-#5 and #17, the park site fee. The number of items is based on the number of park sites.

↪ When setting a mobile home in a park, the permit application should include #1, the application fee and #16, the feeder fee.

↪ When setting a mobile home or a modular home on private property, the permit application should include #1, the application fee, then one of the appropriate service fees, #2-#5, also, #16 to feed the service to the home. If the home will be hooked up to a well then #19 should be selected. If the holding tank is under the house then #7, for circuits and #8, for lighting fixtures, should be selected too.

### **Plan Reviews are not required for the following:**

↪ Buildings that have calculated floor areas less than or equal to 3500 square feet and have the service or feeder with 400 amps or less. The administrative authority may request plans for projects that include unusual design.

↪ Work completed by a governmental subdivision or state agency costing less than \$15,000.

↪ Alterations and repair work determined by the electrical official to be of a minor nature.

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal. Plans must be submitted before a permit can be issued.

### **General Procedures:**

Electrical work shall not be started until the application for permit has been filed with the Grand Traverse County Construction Code Office. All installations shall conform with the State Electrical Code. No work shall be concealed until it has been inspected. To request an inspection, provide as much notice as possible, and call the office at 231-995-6044 with your permit number and the location. Inspection requests will not be taken over the phone without your permit number.

### **Expiration of Permit: (80.19.3 Part 8, 2002)**

Every permit issued by the code official under the provisions of this code shall expire by limitation and become null and void if the work authorized by such permit is not commenced within 180 days from the date of such permit, or if the work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days.

### **Transfer of Permit: (80.19.8, Part 8, 2002)**

An electrical permit is not transferable.

### **Uncompleted installation notification: (80.19.4 Part, 2002)**

If a person to whom a permit is issued for the installation and inspection of electrical conductors and electrical equipment quits the installation for any reason, then the person shall notify the administrative authority.